

**DDA Minutes
October 19, 2016
8:00 a.m.**

DDA Members Present: Sarah Murphy Jamie Wyatt Addison Lester
Harlan Shirley Clark Ninneman Len Gough

DDA Members Absent: Sam Burch

Staff Present: Brian Wismer Joyce Waits
Julie Herbert

Staff Absent: Michael Bush Ray Gibson Nicole Gilbert

Call To Order:

Murphy called the October 19, 2016 meeting to order.

Approval of Minutes:

Motion by Gough and seconded by Wyatt to approve minutes dated September 21, 2016. Lester abstained; motion carried 4 to 0 to 1.

Ninneman arrived

Wismer stated that he, Wyatt, and Gilbert interviewed four candidates for the Manager position at the HDF Museum. Wismer stated that all four of the candidates had strong points. One of the candidates was strong in Marketing and could even be used on a part-time basis. Wyatt stated that all of the candidates were good; however, in her opinion there were two candidates that had very strong interviews.

The Board discussed a transition period with the present manager for three months and also taking into consideration hiring a Marketing person, as well as a Manager so that they could be trained by Gilbert during the transition, while providing Gilbert a three month guarantee during the training period. Gough asked Wismer about the Museum budget and if the budget could absorb the cost to hire the new manager, marketing person, and keep Gilbert for 3 months. Wismer stated that the budget could absorb the cost.

Motion by Wyatt and seconded by Addison to extend an offer for the Manager position at up to \$15/hour, as well as the Marketing part-time position at a separately negotiated pay rate; and

advise Gilbert that she will be offered a (3) month guarantee during the transitional period. Motion carried unanimously.

Under Old Business – Item # 5 was brought up on the agenda for discussion

Wisner presented to the Board the 115 Glynn Street Resolution for review, giving Murphy, Chairperson authorization to sign any documents needed to complete the real estate transaction. Murphy stated to the board that the closing will occur in Atlanta, however she, Wisner, and Ninneman will not have to travel to Atlanta. All papers will be signed and be sent overnight back to the closing attorney.

Motion by Wyatt to adopt the resolution for 115 Glynn Street, giving Chairperson Murphy authorization to sign any documents needed to complete the real estate transaction. Seconded by Gough. Motion carried unanimously.

Wyatt left the meeting.

Wisner gave the DCA Economic Activity/Local Development report for the month of September. Wisner stated that 92.5 The Bear will start renovation on their building, October 20. Wisner also stated that in the last meeting he mentioned that “Hey Jo” was not going to renew their lease, however after further consideration, they have renewed their lease and are changing their hours from 10 – 6 p.m. to 11:00 – 7:00 p.m. to hopefully get more walk in traffic later in the evening.

Wisner also stated that the Downtown Master Plan work has resumed and the information from the market analysis is being factored into it. The newest version of the Downtown Master Plan will be included along with the presentation of the Comprehensive plan scheduled for November 1.

Wisner stated that the Zac Brown concert was well attended, and this will be a good revenue share for Main Street.

Wisner stated that the Cemetery Walk is scheduled for Friday and Saturday, October 21 and 22 at the Historic Cemetery. Wisner stated that pre-ticket sales are going well, and encouraged the board to get the word out about the event.

Wisner also stated that he is looking into safety signage to increase pedestrian awareness in and around the Downtown Square.

Shirley asked Wisner if there was any other downtown property available for new businesses and Wisner stated that the building that “Black Dog” was previously in is available.

Old Business:

Wisner stated that the City's building department has approved the plans for the 101 Glynn Street buildout, and that the tenant has selected a general contractor. Wisner stated that the tenant is asking for DDA to approve a 25% advance to be paid to the general contractor (Five Star Group, Inc.) so that they can begin construction on the building. The payment will be made directly to the general contractor. Wisner stated that if it is not approved, it will set back the opening day for the business.

Ninneman stated that the tenant is using Heritage Bank for his financing and that he spoke to the tenant recently and that he has complied and given to the bank all the papers needed for the SBA loan. Murphy asked Wisner when the rent was supposed to start on the building, and Wisner replied April 1, 2017. Motion by Gough and seconded by Ninneman to pay 25% (up to \$45,000.00) of the approved TI allowance and make the check payable directly to the general contractor. Motion carried unanimously.

Item # 2 - Under General Reports – Holliday-Dorsey-Fife Museum

Wisner gave the HDF report for the month of September.

New Business:

Regarding future projects, Wisner stated he met with the City Engineer to look at the back alley improvements project behind the Glynn Street buildings. Wisner stated that the City Engineer will put together a sketch and Wisner will present at the DDA meeting in November. Wisner will then take that information to talk with all the property owners to get their input on the project.

Wisner discussed the old Regions building and stated that he has not been in contact lately with the owner to ask if he would be interested in selling the building.

Miscellaneous:

Gough discussed new development projects that he is currently working on.

Adjourn:

Motion by Gough and seconded by Lester to adjourn the meeting. Motion carried unanimously.

Meeting adjourned.

Respectfully submitted,

Joyce Waits